



**YOUTH COMMUNITY CORRECTIONS BUREAU  
GREAT FALLS YOUTH TRANSITION CENTERS  
STANDARD OPERATING PROCEDURES**

Procedure No.: YTC 70-5	Subject: <b>ENVIRONMENTAL CONDITIONS</b>
Chapter: PHYSICAL PLANT	Page 1 of 2
Applicable ACA Standards: 3-JCRF-2D-01, 3-JCRF-2D-02	Revision Date:
Signature: /s/ <i>Kenneth McGuire</i>	Effective Date: 01/01/10
Signature: /s/ <i>Steve Gibson</i>	

**I. CENTERS DIRECTIVE:**

To ensure that all areas of the facility are operated in an environment that complies with applicable standards, particularly those of the American Correctional Association and Department of Public Health and Human Services licensing standards.

**II. DEFINITIONS:**

**Foot-candle** – unit of measurement of light equal to the amount of direct light thrown by one international candle on a surface one foot away.

**III. PROCEDURE:**

**A. Sleeping Quarters**

1. Lighting of at least 20 foot-candles at desk level and in the personal grooming area.
2. Access to drinking water.
3. Heating, ventilation, and acoustical systems to ensure healthful and comfortable living and working conditions for residents and staff.
4. Temperatures in each area will be maintained at levels that are appropriate to summer and winter comfort zones.

**B. Records of Compliance**

All facility environmental features, and all renovation and constructions that affect such features, will conform to applicable federal, state, and local building codes. In those areas where a license or permit is not issued for specific construction or renovation, letters or certificates of compliance with applicable codes will be obtained and kept on file.

**IV. CLOSING:**

Questions concerning this procedure shall be addressed to the Youth Transition Centers Director.

**V. REFERENCES:**

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None

**VI. ATTACHMENTS:**

None